

Minutes
Board of Supervisors
Regular Meeting
February 26, 2015

Members Present: Johnny Woodward, Chairman-At-Large
D. Keith Guzy, District 1
David Wiatrowski, District 2
J. D. Cave, District 3
Darrell Short, District 4
Dorothy F. Pendley, District 5

Staff Present: Amity Moler, Assistant County Administrator
Regina Miller, Assistant to the County Administrator
Nathan Miller, County Attorney
John Thomas, Sheriff

Call to Order:

Chairman Johnny Woodward called to order the regular meeting of the Page County Board of Supervisors on February 26, 2015, at 7:00 p.m., in the Board of Supervisors Room located in the Page County Government Center, 103 South Court Street, Luray. The Call to Order was followed by the *Pledge of Allegiance* led by Supervisor Cave and the Invocation was given by Supervisor Short.

Adoption of the Agenda:

Supervisor Keith Guzy added the February Supervisor's Corner newsletter under New Business.

Motion: Supervisor Cave moved to add the February Supervisor's Corner under New Business and adopt the agenda, as amended. Supervisor Guzy seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Cave, Short, Pendley, Woodward. Nay: None.

Presentations, Proclamations and Awards:

FY2016 Administrator's Proposed Budget Summary:

Amity Moler, Assistant County Administrator, said that in November instructions were sent out to Department Heads about the guidelines for the 2016 budget. She continued to say there was to be no service increases, no new positions and no new vehicles to be purchased with general fund dollars. Any program expansions needed to be fully justified. She conducted department by department reviews, and overall departments did a great job with no increase in funding requests, except for the jail, which is due to the increase in inmate population. Central purchasing and the CIP consolidation enabled the county to save money. Mrs. Moler said the County is in the middle of reassessment and property values are expected to decline 10%, which means there will be an overall decline of \$1.2 million over the calendar year. So for next year that's a \$600,000 decline in revenue. Things that need to be worked on for FY2016 are the cell

10 construction for Battle Creek Landfill and the jail. Mrs. Moler then reviewed the tax rates, current versus proposed rates and the projected revenue. The current revenue is \$62,269,376 and the proposed revenue for FY2016 is \$62,719,824. Next, she outlined the expenditure breakdown by fund, noting that the general fund is decreasing by \$1.4 million. She pointed out that it appears the state is going to give a 2% performance based wage adjustment to Compensation Board employees. If the Board chose to give all employees a 2% pay increase, it would only cost the County \$50,878 because a majority of the employees are Compensation Board employees. In addition, the state is also planning to give a pay raise to the schools. As a result of the VPSA bond refund the County will receive \$111,140 and she said that amount could go toward teacher pay raises that the state does not cover. She said that the first budget work session is scheduled for March 12th and outside agencies will make their presentations to the Board. The school budget presentation is set for April 2, 2015.

Public Comments on Agenda Items:

There were no speakers during Public Comments on Agenda Items.

Action Matters:

Courthouse Security Project Bids:

Mrs. Moler said bids were accepted for the construction of courthouse security and two bids were received from Lantz Construction Company and Baughan Construction. This project will create one entrance for the courthouse, which will be manned by a deputy at all times. In addition, cameras will be installed and card swipe access will be added to some areas. Mrs. Moler said she needed the Board to award the bid to one of the contractors in order to move forward with the project.

Mr. Ron Wilson, Clerk of Circuit Court, stated that this project was started in the spring of 2014. It has been stopped and re-started several times because there were issues that needed to be addressed because they were not workable matters. The courthouse was built in 1833 and is a historic structure. There have been three additions over the years. These additions have not always been fluid for future use of the courthouse. Mr. Wilson said it was his understanding that there would be one entrance which would be the front of the courthouse at the lower level, which would also be handicap accessible for elevator use. The approved design has the break room being turned into part of the Commonwealth Attorney's Office leaving the public to walk through the Clerk's Office in order to get to the Commonwealth Attorney's Office. He said he had no objections to the intent of the project, but his issue is the addition of space for the Commonwealth Attorney's Office, which was not the purpose of the project. During the planning of the project, he said no one stopped in his office to see what security he needs. He said that he had objected to the previous County Administrator once he realized the scope of the project citing that it was overkill in the additional security being placed in the Commonwealth Attorney's hallway because it was going to create problems. He thought the additional security issue was resolved but when he reviewed the final plans it was not changed then he objected to Mrs. Moler. The issue, he said, is concerning a break room. He expressed concern with losing the room because it is used by his staff.

The plans are for the former Board of Supervisors Room to be partially turned into a break room for his staff, which is inconveniently located for his staff.

Sheriff Thomas said the security project was initiated by the Sheriff's Office and there were several meetings gathering information before the architect drew up the plans. He emphasized that securing the building is the primary objective. The door in the hallway where the Commonwealth Attorney's Office is located poses a security issue for the Commonwealth Attorney and Mr. Alger wants it removed, while Mr. Wilson wants it to remain. Sheriff Thomas suggests leaving the door in the plans as originally stated.

Stephanie Breeden, Commonwealth Attorney's Office, stated that the door in the hallway is a security issue and the additional space is needed for serving the citizens.

Motion: Supervisor Short moved to accept the proposal from Baughan Construction Company in the amount of \$167,724, and to add a phone to the break room to communicate between offices. Supervisor Cave seconded and the motion carried by a vote of 6-0. Aye: Wiatrowski, Cave, Short, Pendley, Guzy, Woodward. Nay: None.

Board and Commission Appointments:

Regina Miller, Assistant to the County Administrator, said an appointment needs to be made to the Planning Commission for the District 2 seat. Alyce Getz's term has expired and she does not wish to be reappointed. Supervisor Wiatrowski recommended the appointment of Donnie Middleton.

Motion: Supervisor Wiatrowski moved to appoint Donnie Middleton to the Planning Commission, as the District 2 representative, for a four year term through January 11, 2019. Supervisor Cave seconded and the motion carried by a vote of 6-0. Aye: Cave, Short, Pendley, Guzy, Wiatrowski, Woodward. Nay: None.

Consent Agenda:

Motion: Supervisor Short moved to approved the Consent Agenda as follows:

- Financial reports for the period of January 1 – 31, 2015;
- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers totaling \$1,554,161.06 for the month of January 2015;
- Minutes of January 6, 2015 and January 20, 2015.
- Coyote claims to Bryan Nelson (6 claims), Jennifer Roach, Ben Baldwin, and Joe Strickler, totaling \$450.00.

Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Short, Pendley, Guzy, Wiatrowski, Cave, Woodward. Nay: None.

Old Business:

Update on Amending the Sign Ordinance:

Clark Draper, Planning & Community Development Director, said Supervisor Guzy had a constituent that desired an off-premise sign for his business. At the January 2, 2015 meeting, the Board discussed previous Board decisions relating to the issue of off-

premise signs. At the June 19, 2012 meeting, the Board adopted amendments to the Sign Ordinance to prohibit off-premise signs, but they approved a motion to have the Planning Commission provide a process by which off-premise signs would be allowed through either an administrative process or committee process, as appropriate. The Board also commented on possible special use permits for off premise signs. At the January 20, 2015 meeting, the Board directed the County Attorney to draft ordinance language allowing for off-premise signs.

Supervisor Guzy said that the constituent has decided to try the Virginia Logos Program through VDOT and will let him know how the process goes, so that others may take this route. Supervisor Guzy suggested holding off on any ordinances at this time.

New Business:

Special Use Permit Briefing – Michael Alger:

Mr. Draper said that Michael Alger applied for a special use permit to construct a commercial kitchen to operate a catering business at 714 Rileyville Road, Rileyville. There are no issues and adjacent property owners are all in support of the application. The Planning Commission voted to recommend approval of the permit to the Board. He suggested that the Board schedule the public hearing for their March 17, 2015 regular meeting.

Motion: Supervisor Cave moved that the Page County Board of Supervisors hold a public hearing on the Alger Special Use Permit Application at the Board's March 17, 2015, meeting and direct staff to provide adequate notice of such hearing. Supervisor Guzy seconded and the motion carried by a vote of 6-0. Aye: Pendley, Guzy, Wiatrowski, Cave, Short, Woodward. Nay: None.

Rezoning Request Briefing – Tarrega:

Mr. Draper said an application for a rezoning request has been filed by Tarrega Associates LLC, 1386 Big Oak Road, Luray, VA, to expand an existing commercial zone by an additional 0.257 acres for possible expansion of the parking lot. At the February 10, 2015 Planning Commission meeting a public hearing was held on this application and they unanimously voted to recommend to the Board of Supervisors that the Board approve the application as submitted.

Motion: Supervisor Short moved that the Page County Board of Supervisors hold a public hearing on the Tarrega Associates, LLC rezoning Application at the Board's March 17, 2015, meeting and direct staff to provide adequate notice of such hearing. Supervisor Cave seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Cave, Short, Pendley, Woodward. Nay: None.

Supervisor's Corner:

Supervisor Guzy said he has drafted the Supervisor's Corner publication for District 1 and they are ready to be put on the County's website with the Board's concurrence.

Open Public Comments:

Richard Lawrence spoke in support for public schools and teachers he would like to see more funding for the Technical Center. He would like the Board to think about this when funding the schools.

Paul Mishler spoke in support of the schools and addressed the issue of staff turnovers. In 2009, the schools lost 171 teachers and staff and in the last two years 76 have left the school system. There are several reasons for this but the main reason is the salary scale.

Administrator's Report:

Mrs. Moler said with the current reassessment taking place the Board needs to be thinking about appointments to the Board of Equalization. Each district is responsible for appointing one person, two of which must have professions in either real estate or banking. Mrs. Moler said she would like to have the Board appointed by October 2015..

Supervisors Time:

Supervisors Wiatrowski thanked Mr. Middleton for serving on the Planning Commission. He said he would like to see the teachers get a raise. He then thanked everyone for coming out.

Supervisor Cave and Chairman Woodward relinquished their time to Mr. Paul Mischler to finish his comments.

Mr. Mischler continued his comments saying that a teacher of 30 plus years is now taking home less money than five years ago. He said he was lobbying to keep funding at the same level for this year, and would like to see all employees receive a cost of living increase as well.

Supervisor Guzy thanked everyone for coming out and reminded everyone that on April 10th there will be a District 1 Town Hall meeting at Springfield Elementary at 6:30 p.m.

Supervisor Short agreed with Mr. Mischler about trying to survive on a teacher's salary here in Page County and said it does need to be addressed.

Supervisor Pendley agreed also about the schools and the teacher turnover.

Closed Session: 8:51 p.m.

Motion: Supervisor Guzy moved that the Page County Board of Supervisors convene in closed session under the Virginia Freedom of Information Act to discuss and review the draft employment contract for the position of County Administrator for the purpose of considering such person's assignment, appointment, promotion, performance, and salary, pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Wiatrowski, Cave, Short, Pendley, Guzy, Woodward. Nay: None.

Exit Closed Session: 9:20 p.m.

Motion: Supervisor Guzy moved the closed meeting be adjourned and the Page County Board of Supervisors reconvene in open session. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Cave, Short, Pendley, Guzy, Wiatrowski, Woodward. Nay: None.

Certification of Closed Meeting:

To the best of my knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711 (A) of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting.

<u>Recorded Roll Call Vote:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
D. Keith Guzy, Jr.	X			
David Wiatrowski	X			
J. D. Cave	X			
Darrell Short	X			
Dorothy Pendley	X			
Johnny Woodward	X			

Action from Closed Session:

Employment Contract for County Administrator – Amity Moler:

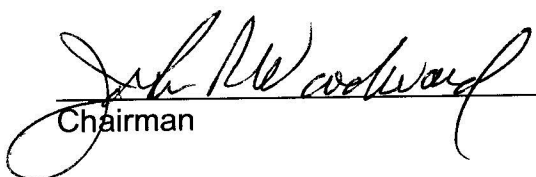
Motion: Supervisor Guzy moved to approve Amity Moler as County Administrator, which started on February 9, 2015, and to advise the County Attorney to follow the guidelines of the County policy regarding the severance package. Once the County Attorney gets the contract together Chairman Woodward is authorized to execute the agreement to begin on March 1, 2015. Supervisor Pendley seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Cave, Short, Pendley, Woodward. Nay: None.

Amendment to Personnel Policy – Severance:

Motion: Supervisor Guzy moved to amend the personnel policy to remove the current policy that the County Administrator is excluded from receiving severance. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Cave, Short, Pendley, Woodward. Nay: None.

Adjourn: 9:30 p.m.

With no further business, Chairman Woodward adjourned the meeting.


Chairman


County Administrator